NATO ASI SERIES

DATABASE ENTRY SHEET

In order to facilitate access to all scientific/technical contributions published in the NATOA ASI SERIES, bibliographic information as well as keywords and abstracts of the individual papers are being introduced into a central database made available worldwide. [The database can be consulted online through the ESA-IRS (Information Retrieval Service—ESRIN, Via Galileo Galilei, I-00044 Frascati (Rome), Italy)—File 128 "NATO PCO."] Please inform your librarian about this!

While the publishers of the NATO ASI SERIES volume containing your contribution will supply the basic bibliographic information, the author is, no doubt, the most qualified person to select the keywords best describing the content of the paper and to write a condensed summary or abstract for inclusion in the database.

The total space available for keywords and abstract of your paper is 900 characters (approx. 100 words). In view of this limitation and the need to include as many **descriptive terms** as possible, we suggest to put the emphasis on a good choice of keywords, rather than a broad description of the paper, likely to contain many "dummy" words. In providing this information, please use the scientific/technical terms which you would select if you wanted to retrieve your own paper!

The following two examples illustrate the above considerations and should be useful as guidance in choosing the keywords and/or writing the abstract of your paper:

EXAMPLE 1: "State-of-the-art of data exchange"

KEYWORDS/ABSTRACT: standards / information services / data handling / data exchange / formats / bibliographic data services / library community / abstracting services / indexing services / data compatibility

The vast growth of bibliographic data services of recent years has produced many problems in the field of compatibility for data exchange. There is a major gap between the library community on the one side, and the abstracting and indexing services on the other side. Any standardized format for bibliographic data exchange should be flexible enough to incorporate the diverse needs of many different users.

EXAMPLE 2: "How to write abstracts?"

KEYWORDS/ABSTRACT: abstracting standards / bibliography / information science / databases / electronic publishing

An abstract, as defined in the paper, is an abbreviated, accurate representation of a document. Recommendations are made for the guidance of authors and editors, so that abstracts in primary documents may be helpful to their readers, useful to librarians and database suppliers and users as well as reproducible with little or no change in secondary publications and services.

AUTHOR'S DATABASE ENTRY SHEET

(to be submitted together with the scientific paper)

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